

**To:** OSWER OSRTI RRB;OSWER OSRTI CSTAG[]; SWER OSRTI CSTAG[]  
**Cc:** CN=Melanie Culp/OU=DC/O=USEPA/C=US@EPA[]  
**From:** CN=Amy Legare/OU=DC/O=USEPA/C=US  
**Sent:** Mon 11/26/2012 3:53:35 PM  
**Subject:** Passaic River NRRB/CSTAG Meeting - tax exempt form  
[hilton.com](mailto:hilton.com)  
[Chris.Hill@hilton.com](mailto:Chris.Hill@hilton.com)  
[hilton.com](mailto:hilton.com)  
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[Chris.Hill@hilton.com](mailto:Chris.Hill@hilton.com)  
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(embedded image)  
(embedded image)

This is the only form that should be accepted.

[http://www.tax.ny.gov/pdf/current\\_forms/st/st129\\_fill\\_in.pdf](http://www.tax.ny.gov/pdf/current_forms/st/st129_fill_in.pdf)

There used to be a tax exempt form on webforms. It was removed because it was not an official EPA form.

Amy R. Legare  
U.S. Environmental Protection Agency  
OSWER/OSRTI/ARD/SARDB  
5828 Potomac Yard South  
MC 5204P  
703-347-0124

----- Forwarded by Amy Legare/DC/USEPA/US on 11/26/2012 10:48 AM -----

**From:** Steve Ells/DC/USEPA/US  
**To:** Amy Legare/DC/USEPA/US@EPA  
**Date:** 11/26/2012 09:02 AM  
**Subject:** Fw: Passaic River NRRB/CSTAG Meeting P.S.

Amy, maybe you know?

Stephen J. Ells  
703 603-8822  
FAX: 703 603-9112

Mailing Address:  
US EPA, OSRTI, 5204P  
1200 Pennsylvania Ave. N.W.  
Washington DC 20460

Fedex/UPS Address:  
One Potomac Yard South  
5th Floor - # 5237  
2777 S. Crystal Drive  
Arlington VA. 22202

----- Forwarded by Steve Ells/DC/USEPA/US on 11/26/2012 09:02 AM -----

From: Steve Ells/DC/USEPA/US  
To: John Frisco/R2/USEPA/US@EPA  
Date: 11/26/2012 08:49 AM  
Subject: Re: Passaic River NRRB/CSTAG Meeting P.S.

Hotel taxes are going to be almost \$50/night, do you know if the City recognizes our Tax exempt forms?

Stephen J. Ells  
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1200 Pennsylvania Ave. N.W.  
Washington DC 20460

Fedex/UPS Address:  
One Potomac Yard South  
5th Floor - # 5237  
2777 S. Crystal Drive  
Arlington VA. 22202

From: John Frisco/R2/USEPA/US  
To: John Frisco/R2/USEPA/US@EPA, Amy Legare/DC/USEPA/US@EPA  
Cc: Melanie Culp/DC/USEPA/US@EPA, OSWER OSRTI CSTAG, OSWER OSRTI RRB, Ray Basso/R2/USEPA/US@EPA, Alice Yeh/R2/USEPA/US@EPA, Walter Mugdan/R2/USEPA/US@EPA, John LaPadula/R2/USEPA/US@EPA  
Date: 11/23/2012 06:43 PM  
Subject: Re: Passaic River NRRB/CSTAG Meeting P.S.

A couple of you who have not visited NY for a while have asked about airport preferences. For those flying in, the area is served by three major airports - Newark, Lagueardia and Kennedy. Lagueardia is the nearest the office closely followed by Newark. JFK is the furthest away and not my personal preference. All provide bus, shuttle and taxi ground transportation.

Let me know if we can be of any further help.

From: John Frisco  
To: Amy Legare  
Cc: Melanie Culp; OSWER OSRTI CSTAG; OSWER OSRTI RRB; Ray Basso; Alice Yeh; Walter Mugdan; John LaPadula  
Date: 11/23/2012 12:34 PM EST  
Subject: Re: Passaic River NRRB/CSTAG Meeting

Here is some logistical information in connection with the above meeting --

The hotel is located near the World Trade Center site and the Freedom Tower currently under construction. The meeting will be held at the regional office at 290 Broadway which is about a 10-minute walk in a northeasterly direction from the hotel. You will need to enter the building on the Broadway side near the intersection with Duane and go through security. There are two elevator banks in the building -- you need to take the farther one to the 27th floor. The meeting will take place in Room 27A. It's a large conference room with webinar capability. Restrooms are located immediately outside the conference room and there is a small coffee shop in the lobby inside the security system. The security set-up is much like Region 8 meaning that you will need to go through it whenever you leave the building. And for the Starbucks folks, there is one directly across the street and lots of eating establishments nearby.

Amy -- as I mentioned previously, regional staff will make the presentation. However, the modeling contractor will also be present to answer technical questions about the model which often come up at sediment sites. The state also plans to present its position in person. By last count, we are expecting position papers from about ten stakeholders and will post them to the board website as they become available.

If you have any logistical questions, please let Ray Basso or Michael Sivak know. Technical questions on the review package can be directed to Ray or Alice Yeh.

Hope you all had a good Thanksgiving.

From: Amy Legare/DC/USEPA/US  
To: OSWER OSRTI RRB, OSWER OSRTI CSTAG  
Cc: Melanie Culp/DC/USEPA/US@EPA  
Date: 11/23/2012 11:32 AM  
Subject: Passaic River NRRB/CSTAG Meeting - hotel reservations - cut off 11/29

The room block is set up for arrival on Tuesday 12/11 and departure on Friday 12/14. Cut off date for reservations is Thursday, 11/29, midnight ET.

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55 Church Street | New York, NY 10007

[newyorkmillenium.hilton.com](http://newyorkmillenium.hilton.com)

Plug in the arrival and departure dates and check availability. Under Narrow your results click on Have a special code? Enter PRNRRB in the Group code box.

The meeting will be held at the regional office.

Amy R. Legare  
U.S. Environmental Protection Agency  
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----- Forwarded by Amy Legare/DC/USEPA/US on 11/23/2012 10:45 AM -----

From: Chris Hill <Chris.Hill@hilton.com>

To: Amy Legare/DC/USEPA/US@EPA  
Date: 11/23/2012 10:19 AM  
Subject: RE: Passaic River NRRB Meeting

Amy,

I am terribly sorry for delay. The reservation code to make reservations online or via phone is "PRNRRB" Passaic River NRRB Meeting. I will have the reservation cut extended to the 29th at midnight. Please let me know if you need anything else at this time.

\*\*\* Please note, I will be on vacation 11/26/12-11/30/12\*\*\*

CHRISTOPHER L. HILL, CHSP | Asst. Director - Sales & Marketing

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From: Legare.Amy@epamail.epa.gov [mailto:Legare.Amy@epamail.epa.gov]  
Sent: Wednesday, November 21, 2012 10:17 AM  
To: Chris Hill  
Subject: RE: Passaic River NRRB Meeting

Good morning Chris - I have not received any information on the room block reservation yet. With a cut off date of 11/27 time is running very short. Please let me know when we will be able to start making reservations.

Thank you.

Amy R. Legare  
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703-347-0124

Chris Hill ---11/19/2012 02:53:47 PM---Perfect!, I received I will get my team on building this in our reservations system as soon as possi

From: Chris Hill <Chris.Hill@hilton.com>  
To: Amy Legare/DC/USEPA/US@EPA  
Date: 11/19/2012 02:53 PM  
Subject: RE: Passaic River NRRB Meeting

Perfect!, I received I will get my team on building this in our reservations system as soon as possible.

CHRISTOPHER L. HILL, CHSP | Asst. Director - Sales & Marketing

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From: Legare.Amy@epamail.epa.gov [mailto:Legare.Amy@epamail.epa.gov]

Sent: Monday, November 19, 2012 2:29 PM

To: Chris Hill

Subject: Re: Passaic River NRRB Meeting

Hi Chris - Everything looks good except the Cut-Off Date. I believe that it should be 11/27/2012 instead of 12/27/2012. I've corrected the date, signed, and faxed it back to you.

Amy R. Legare

U.S. Environmental Protection Agency

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5828 Potomac Yard South

MC 5204P

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Chris Hill ---11/19/2012 08:58:07 AM---Good Morning Amy, Attached is the Letter of Intent requested for the Passaic River NRRB Meeting. Ple

From: Chris Hill <Chris.Hill@hilton.com>

To: Amy Legare/DC/USEPA/US@EPA

Date: 11/19/2012 08:58 AM

Subject: Passaic River NRRB Meeting

Good Morning Amy,

Attached is the Letter of Intent requested for the Passaic River NRRB Meeting. Please take a moment to review, sign and return to me at your earliest convenience. Once received I can have your personalized group webpage built for reservations.

Thanks,

CHRISTOPHER L. HILL, CHSP | Asst. Director - Sales & Marketing

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